

# **Community Health Worker Advisory Committee - Meeting**

February 11, 2019 • 1:00 – 3:00 p.m.

**Maryland Department of Health  
201 W. Preston St., Conference Room L3  
Baltimore MD 21201**

## **Meeting Minutes**

### **Advisory Committee Members Present**

Fay L. Alexander  
Lilian Amaya  
Rosario A. Campos  
Kevin J. Contreras  
Griselda C. Funn  
Kathleen Gilligan  
Robin N. Hollar

Rebecca L. Jones  
Ryan Moran  
Frances Phillips (Chair)  
Tiffany Scott  
Katherine H. Talbert

### **Advisory Committee Members Teleconference**

Camisha Coke  
Jude L. James  
Bettye Muwwakkil

Yana Rachinskaya  
Samantha Sailsman  
Bradley Tritsch

### **Maryland Department of Health Staff Present**

Cheryl De Pinto  
Deborah Donohue  
Kimberly Hiner (Staff)  
Pamela Tenemaza

### **Mosaic Group Present**

Krystal Billups  
Marla Oros

### **Welcome & Roll Call/Introductions**

Fran Phillips, Committee Chair, provided welcome and greetings to the Committee members at 1:05 p.m. Each Committee member, both in-person and on the phone, introduced themselves. Chair Phillips provided opening comments thanking the Committee for attendance at the Executive Nominations Committee that evening. She also spoke on the importance of CHW's role in the Maryland Total Cost of Care.

## **Meeting Minute Approval**

Advisory Committee voted and approved the December 17, 2018 meeting minutes.

## **Upcoming Advisory Committee Meetings**

The upcoming 2019 Advisory Committee meetings will be held on April 22, and June 17 located at the Maryland Department of Health, 201 West Preston Street, Baltimore, conference room L3.

## **Statute Requirements - Committee Vice-Chair and Secretary Election**

Kim Hiner provided a summary of the statute requiring the committee to elect a Committee Vice-Chair and Secretary. She discussed an overview of the suggested duties for the chair/secretary and an overview of the self-nomination process/ voting. It was agreed that the Vice-Chair and Secretary election will take place at the April 22nd meeting.

## **Introduction of Mosaic Group**

Cheryl Duncan De Pinto, MD, MPH, FAAP, Director of the Office of Population Health Improvement at the Maryland Department of Health introduced Mosaic Group, Marla Orros, and Krystal Billups. Mosaic will provide specific recommendations to MDH on approving CHW training programs and certifying CHWs.

## **Implementation Topics**

The recommended implementation topics from the 2015 Workgroup were presented to the Advisory Committee on the following topics:

1. Eligibility to apply for CHW certification
  - a. The Advisory Committee discussed the age, education, and residency eligibility criteria to apply for a CHW certification and fees assessed to apply for a CHW certification.
  - b. Discussion included liability associated with minors if eligible to apply for a CHW certification. Some members noted that high schools have curriculums for CHWs. The discussion also included restrictions for CHW certification if the applicant is not residing in the State of Maryland.
2. Exemption from Training Required (Grandparenting)
  - a. 2015 Workgroup recommendation is 2-4 years for a CHW to apply for a CHW certification.
  - b. The Advisory Committee discussed the workgroup grandparenting time-frames. Suggestions included expanding the time-frame and providing a comprehensive examination.
3. CHW Training Programs/Components
  - a. The Advisory Committee discussed the number of hours of training required for a training program to be certified by the State
  - b. The Advisory Committee discussed competency standards required in a curriculum for a training program to be certified by the State.
  - c. The Advisory Committee discussed the exemption and grandparenting opportunity timeframe for a CHW to apply to be certified by the State.
  - d. The Advisory Committee discussed classroom and practicum training requirements for a training program to be certified by the State.

- e. The Advisory Committee discussed web-based training including the need for flexibility for rural areas.

#### **Open Discussion and Next Steps**

- Committee member Robin Hollar suggested reviewing the Connecticut model handout.
- Kim Hiner provided an overview of the next steps. Working with Mosaic for the April meeting.
- Kim Hiner discussed required meeting attendance.
- Kim Hiner requested all questions and comments to be sent to [MDH.CHW@Maryland.gov](mailto:MDH.CHW@Maryland.gov) and will be shared with the MDH Team and Mosaic Group.

#### **Public Comment**

- Due to the pending snow-storm, no public comments were given.